

Recommendation No. 11d

25X1 Seek professional advice in planning and submit a proposal for improving the decor of the [ ]

We have communicated informally with the Chairman, Fine Arts Commission, concerning the redecoration of the space which CSB will occupy on the third floor of the Ames Building when their pending move is completed. Attached is a list of the suggestions prepared by the Chief, CSB, and her staff. A copy of these suggestions is now in the hands of [ ] Chairman of the 25X1 Fine Arts Commission, and he has indicated that we may expect to receive the Commission's advice and suggestions in the near future.

SUGGESTIONS FOR INTERIOR DECORATION OF CSB/ ☐ \*\*\*\*\*

Draperies:

All student rooms and CSB/ ☐ offices

Carpeting:

-As much of the space as can be authorized - particularly the EOD room, 306.

25X1 Furniture:

Suggest that CSB/ ☐ offices be refurnished with the modern wooden furniture which has been issued in the Agency over the past several years. This would include desks, chairs, occasional chairs. A couch with end tables and lamps would be nice in the CSB outer office; where the employees sit while awaiting interview, if such could be authorized.

Decoration:

There are three rooms which house the students when they are not in training. We would like to suggest that these rooms be decorated to depict (1) the FE area; (2) WH area, and AF area, all three of which lend themselves well to colorful decoration. Maps (not the kind we have now) travel posters, pictures (paintings) and artifacts which are related to the culture of the areas should be included. (Perhaps we can solicit contributions from employees who have collected such items from these three areas). The other room, the EOD room, could be decorated with a 'round the World motif -- posters and maps, principally.

Some greenery, plants, etc. whether real or artificial would be very attractive.

Color scheme to be determined. We lean toward the bright color combinations of the Continents stated above.

Miscellaneous:

Activation of the PA system to provide background music, and closer contact with the students.

Sound proofing of the rooms occupied by the students (the clatter of typewriters is deafening) especially room 317 also occupied by the Monitor.

A new podium - equipped with a microphone.

An Agency Seal and a new Oath of Office for the Wall.

Halls and stairwells should be painted - and included in the color scheme. Since new employees walk up four flights the front stairwell and walls should be painted from the Ground Floor to the Third Floor, in living color!

Safes - to be painted in living color or covered with Contact. (Suggest some of the old safes be replaced - they are beyond dressing up)